



LEADING INVESTORS SINCE 1924SM

Mobile Check Deposit Instructions

Clients with Online Access may use the Mobile Check Deposit feature available through the NetXInvestor Mobile app to deposit checks into their investment account.

- Checks for mobile deposit must be made payable to **Pershing, LLC** or the exact title of the account.
- The client must sign the back of the check. To improve security and reduce the risk of error, clients should also write “for mobile deposit only” under their signature.
- After the check deposit request is submitted, the physical check must be stored in a secure location until the deposit is successfully credited to the client’s account.
- The daily cutoff time for depositing checks is 3 p.m. (ET). Check deposits submitted prior to the cutoff time and in good order are processed the same business day. Checks submitted after the cutoff time and in good order will be deposited on the next business day. Check deposits are not processed on Saturdays, Sundays, and on New York Stock Exchange and federally recognized bank holidays.

1. Download the **NetXInvestor™ Mobile** app.

2. Login

- You will be prompted to enter the Financial Org #. Enter **DJS**.
- Enter your Online User ID & Password
- From the landing page, click on the **Menu** on the left side. Under **Transact**, select **Mobile Deposit**. The **Check Deposit** page displays.

3. Using the NetXInvestor app, take a photo of the front and back of the check.

4. Enter the receiving account information.

- Select an account, or enter the full account number, then click enter or return keys on your device.
- Enter the amount of the deposit.
- Retirement accounts require an additional field for a deposit contribution reason, indicating the type of deposit you are making, such as current year contribution or previous year contribution.
- If splitting with other accounts, click “**Add receiving account**” after entering the first account number and deposit amount.
- Tap **Review** to review the information.
- Verify the deposit details and tap **Submit**. The **Confirmation** page displays.
- As noted above, please hold on to the physical check until the deposit is successfully credited to your account.